Divine Scouting

# Intern Seeker

**Who we are?** Divine Scouting is the perfect blend of business and growth. It is the perfect a partnership between two positive entities seeking to merge to create positive energy. We are a creative collective seeking to help to parties come together, work together and build together. We work diligently to ensure we create the perfect business relationship. We are your liaison to ensure everything runs smoothly.

**Who do we target?** Students who attend Historically Black Colleges and Universities (HBCU).

It’s important that HBCU students get an opportunity to get hands on experiences in their chosen fields. We also target High School Students for community service hours.

**What we do for the Intern Seeker?** We locate HBCU interns for companies seeking extra help and seeking to mold the next generation through paid internships, non-paid internships and community service. We provide a two week intense intern training for the interns prior to being released to the seeker. We reach out to institutions and students to find the perfect match for you. We match them according to your need and what you seek for your business. We offer online and physical interns.

**Types of Interns we have?**

|  |  |
| --- | --- |
| Business Administration | Human Resource Management |
| Accounting | Education |
| Marketing/ Social Media | Psychology |
| Business Communications | Sociology |
| Art Major | African American Studies |
| Finance/Accounting | Graphic Design |

**What is the Intern Seeker responsible for?** You would be responsible for travel (if needed), payment (if applicable with the intern), issuing payment, and making communication with DS.

**What is DS responsible for?** We manage their progress, make communication with the school, issue disciplinary actions, track time, manage their work load and any other tasks that you need done, make communication and keep progress reports for the school.

**What does the Internship Training consist of**? Much like any job readiness training the Intern Training will consist of the following:

* Communications Skills
* Time Management Skills
* Deadline and Response Skills
* Confidentiality and Protocol
* Team Work and Responsibility

Interns must complete two weeks training and pass training with 90% or high in order to intern.

**What this service is expected to do?** We are here to make things easy for you by taking on a task that you may not have time to do. We ease the pressure of finding the perfect person for you.

**How to get started?** Complete the intern seeker profile and submit it. Once submitted we will have an interview about what you are seeking and see how we can be of service.

**How much does this service cost?**

**Start Up (Matching):**

Includes- Matching your profile with an intern that possesses the qualities that you are seeking, completing the first round of interviews, and Reviewing and fixing resumes.

**1-5 Interns- $1,000**

**=Monthly Maintenance: Optional ($300)**

Includes- Maintaining progress, weekly reports, weekly communication, intern replacement, tracking time and communication with schools.

**The Process:**

**Step 1**- Interns are scouted and interviewed (by Divine Scouting) time approximation- 3-4 weeks (21-30 days).

**Step 2**- Application and Background Check

**Step 3**- Your business is sent over resumes and profiles to review and schedule 2nd interview.

**Step 4**- Job Readiness training and Release.

This is about a 1 month process in total.

**Payment:**

Google Wallet or Facebook. No Paypal (We do not support Donald Trump)

**Case Study:**

**Name-**The Divah Filez

**Company Start**- January 2013

**Company Type-**An online Blog ran by HBCU students

**Peak Interns-** 17

**Staring duration-** 1 Year

**Current duration-** Yearly

**Highest Social Media Stats**- Instagram: 20,000 **Website Peak Status-** 250,000.

**Name-** Educated Girls Rock

**Company Start-** August 2013

**Company Type-** Mentoring Program

**Peak Interns-** 4

**Starting duration-** 1 semester

**Current duration-** Yearly

# Intern Seeker Profile

**Basic Information:**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Business Address:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number Street Name

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_ Zip\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Alternate Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Best time to be reached: AM\_\_\_\_ Noon\_\_\_\_ PM\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Company Information:**

Name of Business:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Type of Business:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Monthly Maintenance: Yes\_\_\_\_ No\_\_\_ **Sub Category:**

**Check All that Apply**

|  |  |
| --- | --- |
| Business Administration | Human Resource Management |
| Accounting | Education |
| Marketing/ Social Media | Psychology |
| Business Communications | Sociology |
| Art Major | African American Studies |
| Finances | Graphic Design |

**Profile Questions:**

**How soon are you looking to hire?** \_\_\_\_\_\_ **Internship Type:**

**Paid:** \_\_\_\_ **Non-Paid:**\_\_\_\_\_ **Community Service:** \_\_\_\_\_ **College Credit**:\_\_\_\_\_ **Are you seeking a physical or online intern?** \_\_\_\_\_\_\_\_\_\_ **Which would you prefer?**

**High School Student** \_\_\_\_\_ **College Freshmen** \_\_\_\_\_**College sophomore** \_\_\_\_\_

**College Junior** \_\_\_\_\_ **College Senior** \_\_\_\_\_\_

**Preferred Intern Age?** \_\_\_\_\_\_

**Why Does your company need interns?**

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**What is the basis of your company?**

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**What does your ideal intern look like?**

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**What is your management style?**

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